



**Messing Cum Inworth Parish Council**  
**NOTICE OF PARISH COUNCIL MEETING**  
**Members are duly summoned to attend**



**Tuesday 20 August 2024, Messing Village Hall, 7.30pm**

15.08.24 *Karen Elliott*, Clerk and Proper Officer

**AGENDA**

**1 APOLOGIES**

- a) **RECEIVE** apologies for absence.
- b) **NOTE** decisions to accept apologies for absence.

**2 DECLARATIONS OF INTEREST**

- a) **RECEIVE** declarations of interest regarding the agenda.
- b) **NOTE** decisions of requests for dispensation relating to the agenda.

**3 PUBLIC PARTICIPATION** (*shall not exceed 15 minutes*)

- a) **RECEIVE** reports from City and County Councillors.
- b) **RECEIVE** public comments relating to the agenda or matters for future consideration.

**4 MINUTES - APPROVE** minutes (previously circulated) as a true record - *for signature by the Chairman*

- a) minutes of the meeting of the council held on 09 July 2024;
- b) **RECEIVE** draft minutes of the Personnel Committee meeting held on 12 August 2024.
- c) **RECEIVE** draft minutes of the Orchard committee meeting held on 05 July 2024.

**5 GOVERNANCE**

- a) **RESOLVE** to **ADOPT** new Financial Regulations (previously circulated).
- b) **RECEIVE** Internal Control Review update - *Councillor Suckling & Councillor Mrs Baxter*
- c) **RECEIVE** Asset Register and property damage cover update - *Cllr Suckling*
- d) **RESOLVE** gov.uk email switchover.
- e) **RECEIVE** training schedule update.
- f) **RESOLVE** to formalise committee structure for community facilities, appoint members and agree terms of reference.
- g) **CONSIDER** Allotment agreement terms and conditions.

**6 PLANNING - CONSIDER** the following applications or decisions presented to Council for comment:

- a) ESS/31/24/COL: Birch Airfield, Blind Lane, Birch, Essex, CO5 9XE. Proposal: Change of use of agricultural land to a waste management use and construction of a concrete pad to enable the extension of green waste open windrow composting operations, topsoil blending and storage operations, construction of a new surface water attenuation lagoon and perimeter landscaped soil bunds. Request for formal observations on the above application which can be viewed online at <https://planning.essex.gov.uk> dated 05 July 2024. Response dated 26 July 2024.
- b) Statutory Consultation: National Grid Electricity Transmission (NGET) Development Consent Order for proposed Norwich to Tilbury project, to reinforce the high voltage power network in East Anglia. Response dated 26 July 2024.

**7 PARISH MATTERS**

- a) Highfields Farm Solar Park community benefit payments
- b) Parish boundary with Tiptree statement of common ground
- c) RCCE rural housing needs survey
- d) Community Orchard security - *Councillor Mrs Irons*
- e) **RECEIVE** Play area inspection report. **CONSIDER** recommendations. RoSPA membership.
- f) Allotments - *Cllr Mrs Hughes*
- g) Defibrillators - *Cllr Mrs Hughes*

**8 CLERK'S REPORT** - correspondence received: footpaths, Essex Community Initiatives Fund (CIF).

**9 FINANCE**

- a) **RECEIVE** finance report (previously circulated)
- b) **RECEIVE** and **CONFIRM** bank reconciliation for the month of July 2024 - *for signature 2 members & chairman*
- c) **RECEIVE** and **APPROVE** accounts for payment - *for signature 2 members & chairman*

**10 BRIEF REPORTS OF MEMBERS** - matters for forthcoming agenda

**11 NEXT MEETING** - Tuesday 17 September 2024 commencing 19.30

**12 RESOLVE** pursuant to s1(2) Public Bodies (Admission to Meetings) Act 1960 for the public and press to leave the meeting due to the confidential nature of the business to be transacted.

**13 PERSONNEL MATTERS**

- a) **RESOLVE** to **APPROVE** additional staff hours
- b) **CONSIDER** Personnel Committee terms of reference

Close of meeting